



# 24TH ANNUAL FESTIVAL OF



**SATURDAY, DECEMBER 14, 2019**

**NIGHT PARADE, WINTER FESTIVAL & HISTORIC DOWNTOWN ACTIVITIES**  
"A HOMETOWN HOLIDAY TRADITION"

## FOOD VENDOR APPLICATION

The Festival of Lights is a highly anticipated event within the Brighton community that features activities throughout the day for all ages, as well as a holiday themed evening parade through downtown Brighton and surrounding areas. In an effort to honor the city's mission statement and enhance the quality of life for the community, this event is *free* and open to the public.

### WINTER FESTIVAL LOCATION

Historic City Hall-22 S 4th Ave, Brighton, CO 80601

### WINTER FESTIVAL HOURS

2 p.m. - 4 p.m. Food vendors may sell from 2 p.m. - conclusion of parade.

### APPLICATION DEADLINE

Food vendor applications must be submitted by **November 8, 2019**. Space is limited. The City of Brighton Special Events office reserves the right to accept and decline applications at our discretion.

### CONFIRMATION

A confirmation packet with details regarding vendor set up, parking, etc., will be sent the week of November 18<sup>th</sup>.

### CONTACT INFORMATION

Amy Porter is the contact for food vendors interested in the Festival of Lights. If you have questions pertaining this festival, please contact Amy at 303-655-2126 or [aporter@brightonco.gov](mailto:aporter@brightonco.gov).

### FEES

A 10X10 booth space is \$150. An additional 10X10 space may be purchased for \$100.

### EVENT SET UP

Vendor space assignments will be determined by the City of Brighton Special Events office. Vendors may begin set up at 12:00 p.m. on event day. All vendors *must* be set up by 1:30 p.m.

### ELECTRICITY

The City of Brighton does not provide electricity for food vendors at Festival of Lights. Vendors must provide their own electricity. All generators must be whisper quiet.

### TRI-COUNTY HEALTH DEPARTMENT

Food vendors must have a 2019 Temporary Retail Food Establishment License, or, a 2019 Mobile Retail Food Establishment License from Tri-County Health Department.

### SALES TAX

- **City of Brighton Sales Tax:** If you have a valid 2019 City of Brighton sales tax license, please mail a copy of the license with your vendor application. If you *do not* have a 2019 City of Brighton license, please apply for a Special Event One-Day Permit. The fee is \$35. Please contact Ana 303-655-2041 or [alescoezec@brightonco.gov](mailto:alescoezec@brightonco.gov) with questions.
- **State of Colorado Sales Tax:** Vendors are required to collect and report sales tax to the State of Colorado.

### CANCELLATION/REFUND POLICY

No refunds will be given due to inclement weather. Refunds are only available if a written cancellation is received before November 29, 2019.



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### FOOD VENDOR APPLICATION

Business/ Organization Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Please select one:    Truck    Trailer    Booth    If truck/trailer, serving side?    Driver Side    Passenger Side

Length of truck/trailer \_\_\_\_\_ Will you be bringing a whisper quiet generator?    Yes    No

What will you be selling? \_\_\_\_\_

**A 10X10 booth space costs \$150. An additional 10X10 space costs \$100.**  
I will be using \_\_\_\_\_ 10X10 booth space(s) for a total of \$ \_\_\_\_\_

**Please mail application with payment to:** Special Events & Volunteer Office, 22 S. 4<sup>th</sup> Ave., Brighton, CO 80601

**Checks made payable to:** City of Brighton-FOL

By submitting this form you agree to the following Booth Exhibitor Agreement.

As a participant in the Festival of Lights, I fully understand and agree to the following:

I recognize and acknowledge that I assume full risk of any injuries, property damage or loss which I may sustain as a result of my participating in any and all activities connected with or associated with my participation in the FESTIVAL.

I agree to waive and relinquish all claims I may have against the City of Brighton, all associated sponsors of the FESTIVAL, and any agents thereof, as a result of my participation in the FESTIVAL and that I share my products and services at my own risk.

I agree to indemnify and hold harmless and defend the City of Brighton, all associated sponsors of the FESTIVAL and any agents thereof from any and all claims other parties may have resulting from injuries, damages, and loss caused by me arising out of, connected with, or in any way associated with the activities of the FESTIVAL.

I agree that all demonstrations and exhibits may be photographed for publicity purposes.

If the terms of this agreement are violated, the Exhibitor agrees that the FESTIVAL may immediately revoke all of the rights of the Exhibitor, their agents and their employees to booth space without refund or financial remuneration.

I agree to be present the entire day of the FESTIVAL, Saturday, December 14, 2019, from 2 p.m. - conclusion of Festival of Lights parade.

PRINT NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Colorado Tax ID # \_\_\_\_\_ Special Events License # \_\_\_\_\_